

SIGN FABRICATOR

PURPOSE AND NATURE OF WORK

Position is responsible for prioritizing, scheduling, and performing work involved in the design, layout, and fabrication of traffic control signs which must meet national uniform standards and other special signs and decals. Fabrication work involves artwork, layout, hand-layout, and silk screening. Incumbent may direct the work of others when assistance is required. Assignments are ordinarily received through work orders, formal and informal requests, and initiated by incumbent after reviewing inventory reports. Completed work is reviewed for accuracy and quality.

ILLUSTRATIVE EXAMPLES OF WORK (Note: These examples are intended only to illustrate the various types of work performed by incumbents in this class. All of the duties performed by any one incumbent may not be listed, nor does any incumbent necessarily perform all of these duties.)

Performs artwork and layout using computerized sign making cutting equipment and digitizer. Fabricates signs using silk screening and hand-layout procedures. Uses aluminum blanks, reflective sheeting, and inks. Follows established guidelines for traffic control signs. Salvages used sign blanks, prepares contract documents for refurbishment of blanks, evaluates bids, and prepares blanks for shipment. Maintains a stock of signs. Designs and fabricates decals. Keeps records of all materials used and time spent on sign shop work. Maintains inventory of supplies and materials, and prepares purchase orders as necessary. Estimates sign fabrication costs. Properly stores hazardous chemicals for disposal.

Performs related work as required.

NECESSARY KNOWLEDGES, ABILITIES, AND SKILLS

Considerable knowledge of the methods, materials, and equipment used in the fabrication of signs by silk screening and overlaying techniques.

Considerable knowledge of the uniform standards governing the fabrication of traffic control signs as set forth in the "Manual on Uniform Traffic Control Devices" and "Standard Highway Signs Manual" published by the Federal Highway Administration.

Ability to interpret and work from sketches, rough layouts, standard drawings, and specifications.

Ability to detect incorrect spelling.

Ability to establish and maintain effective relationships with superiors and other employees.

Skill in the use of the hand tools, computerized equipment, and other equipment used in the fabrication of signs by silk screening and overlay techniques.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from high school; and considerable experience in the layout and fabrication of signs by silk screening and overlaying techniques, and some supervisory experience; or any equivalent combination of training and experience.